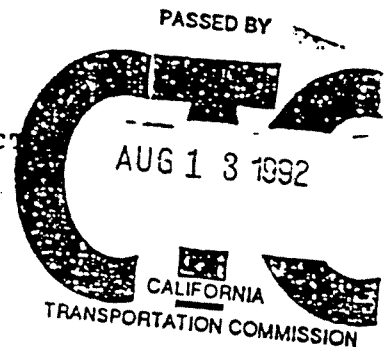


PROPOSITION 116
BICYCLE PROGRAM GUIDELINES

CALIFORNIA TRANSPORTATION COMMISSION
POLICIES FOR THE PROPOSITION 116
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT
BICYCLE PROGRAM GUIDELINES
Resolution No. G-91-4



GENERAL POLICIES

1. The Commission, as the designated policy body in the Clean Air and Transportation Improvement Act (CATIA) of 1990, will implement the CATIA in a timely, cost effective, and efficient manner.
2. The Commission shall, to the extent feasible, integrate the CATIA process with the State Transportation Improvement Program (STIP) and Transit Capital Improvement (TCI) program process to minimize multiple application cycles and duplicate applications, while not delaying any CATIA projects proposed for funding.
3. The Commission will award grants as specified in the CATIA and ensure that the program is implemented over the term of the Act from 1990 to 2010.
4. The Commission prefers to implement this grant program so as to assure that use of CATIA funds will implement bicycle facilities no later than the year 2000.
5. The Commission will seek to maximize the use of funds in the CATIA and other funding sources to provide bicycle facilities.
6. The Commission will only accept grant applications for bicycle projects as defined or identified in the CATIA (see Policy 30).
7. The Commission shall require that grants for the establishment of separate bicycle paths and ways be awarded only if the California Department of Transportation determines that the route will be principally used by bicycle commuters.
8. The Commission intends that if CATIA bond issues are not sold as anticipated, the amount available to each grant applicant during that time period will be reduced proportionately for that bond issue as allowed by PUC Section 99604.
9. Supplemental Funding:
 - a. The CATIA does not require matching funds for bicycle projects. Preference will be given to projects that have supplemental funding from federal, state, local or private fund sources.
 - b. CATIA funds cannot be used to fulfill matching requirements of other state funds.

10. The Commission shall request, before the implementation date of 2000, that local and regional agencies suggest substitute projects to replace the original CATIA project; if funds remain unencumbered, or if the project proves infeasible or is uncompleted by the implementation dates set forth in the CATIA; the Commission intends to make project and funding recommendations to the Legislature for substitute statewide projects.
11. The Commission shall review annually, and as necessary, amend the CATIA policy guidelines, application guidelines, and financial guidelines to ensure that the program reflects the current statutes, as well as Commission policies and programs.

PROGRAM POLICIES

12. Caltrans is the lead agency for administering the bicycle program. All grant applicants shall coordinate and work closely with Caltrans and affected agencies during the early preparation stages of the grant application prior to submittal. Advance review by Caltrans and the affected agencies is intended to assure timely review of the grant application submittal.

Applicants are required to submit a complete application for annual element projects. The Commission will review and approve annual element projects. The Commission will allocate funds to a project after approval of the project application. The project must have the appropriate environmental clearance prior to fund allocation.

13. Complete applications for bicycle projects shall be submitted by the grant applicant to the Caltrans Office of Bicycle Facilities, the Caltrans District Office, and the regional transportation planning agency(ies) (RTPA) for evaluation and ranking using the Proposition 116 Evaluation Form.

Where multiple funding sources are involved and approval must be given by the appropriate RTPA on the non-CATIA funds, then the RTPA shall within two months of the receipt of the complete application for funds indicate that non-CATIA funds have been approved and confirmed, prior to allocation of CATIA funds or allocation will be denied. This policy does not relieve the grant applicant from complying with other State statutes that mandate project review and approval.

14. The Commission shall accept complete applications for annual element projects on an annual calendar cycle, to be determined by the Commission.
15. Subject to its approval, the Commission will allow any public agency identified in the CATIA or in the application guidelines as an eligible applicant, to transfer its applicant status to another public agency that accepts the rights and responsibility to implement and deliver the project.

16. The Commission shall amend all approved CATIA projects by resolution on an ongoing basis into the current State Transportation Improvement Program.

FINANCIAL/FUNDING/MANAGEMENT POLICIES

17. The Commission intends to adopt the financial guidelines for the transfer and expenditure of funds that are consistent with Section 164.4 of the Streets and Highways Code.
18. The Commission intends to allocate CATIA funds in a manner that minimizes the state debt service on the bond issues. The Commission will allocate funds only on an as needed reimbursement basis. The Commission's approval of a complete application will delineate the state's share of the total project cost and for the grant applicant's purpose shall also serve as a verification letter of the state's funding commitment.
19. The Commission will use its Five-Point Strategy for Program Delivery Reform (#G-90-21) and the Cost Monitoring Policy (#G-90-11) to ensure that the grant applicant shall provide bicycle facilities in a timely and cost efficient manner. If the project is delayed, the grant applicant shall describe the causes of the cost increases, and detail measures to fund the increases, and cost control measures on future project costs.
20. CATIA funds are not subject to the South/North split and county minimums except where applicable under Sections 188.0 and 188.8 of the Streets and Highways Code.
21. CATIA funds may be used to enhance a completed bicycle project if a cost savings exists pursuant to the Commission's Cost Saving Policy (#G-90-9).
22. The Commission shall require that the grant applicants demonstrate they have the financial capacity to construct, operate, and maintain the project, as well as the financial and institutional ability to accept the legal liabilities and obligations.

In addition, the applicant shall certify that if the project is funded with CATIA funds, the applicant will operate and maintain the project until at least 2010.
23. Project cost shall be based on the first annual complete application approved by the Commission.
24. If projects exceed the cost proposed by the grant applicant, then the grant applicant shall cover the cost increases with federal funds, those state funds which are not programmed or allocated by the Commission, local funds, or private funds.
25. CATIA funds shall be expended with other funding sources in a proportionate manner during the implementation of the project. The intent of the Commission is to allocate funds throughout all of the

project to ensure that reasonable progress and project implementation occurs.

PROJECT POLICY

26. The Commission will allow up to 5% of the grant allocation for pre-construction work such as preliminary engineering and design, but not feasibility or planning studies.

ELIGIBILITY POLICIES

27. The Commission shall accept applications from the eligible applicants as defined in PUC Section 99601(i).
28. The Commission will fund and allocate monies only for those activities which it considers to be eligible based upon the activities defined in the Act and the application guidelines.

JUSTIFICATION POLICY

29. A grant applicant may request the Commission, during its application, to waive a specific policy or policies in the policy guidelines. The grant applicant shall justify the waiver by responding in full to comments and requests for data and information from the Commission, the Department of Transportation, transportation planning agencies, transportation commissions, affected transit districts, and affected cities, counties and agencies.

The affected agencies shall submit their comments to the appropriate RTPA to assemble the comments and responses for submittal to the Commission for consideration and action (see Policy 13). The Commission will consider the applicant's justification request, comments submitted by affected agencies via the RTPA and other information received from interested parties. The Commission will make a formal finding by resolution, to either deny or grant a partial waiver or waive the policy or policies in the policy guidelines for that annual cycle of full project application and annual request for funds. Future submittals of complete applications are not exempt from the Commission's policies without a resubmittal of a justification waiver request and approval of this resubmittal by the Commission.

DEFINITIONS:

30. Bicycle project means (PUC Section 99650) capital outlay for bicycle improvement projects which improve safety and convenience for bicycle commuters.
31. Bicycle commuter is defined as a bicyclist making a trip for transportation purposes such as travel to work, school, shopping or other activity center, rather than for exercise or recreational purposes.
32. Bikeway is any facility that provides primarily for bicycle travel.

33. Class I Bikeway (Bike Path) provides a completely separated right-of-way for the exclusive use of bicycles and pedestrians.
34. Class II Bikeway (Bike Lane) provides a striped and signed lane for one-way bicycle travel on a street or highway.
35. Class III Bikeway (Bike Route) provides a signed route for shared use with pedestrians or motor vehicle travel.
36. "Regional transportation planning agencies" (RTPAs) includes statutorily created RTPAs, local transportation commissions, county transportation commissions, councils of governments, and metropolitan planning organizations.

CALIFORNIA TRANSPORTATION COMMISSION
PROPOSITION 116
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT
BICYCLE PROJECT APPLICATION GUIDELINES

I. PURPOSE AND AUTHORITY

The Clean Air and Transportation Improvement Act (CATIA) makes available \$20 million to fund a program of competitive grants to local agencies for capital outlay for bicycle improvement projects which improve safety and convenience for bicycle commuters.

These guidelines are intended to assist in the submission of applications for bicycle projects under the CATIA. Applications will be evaluated on how the project encourages bicycle commuting and coordinates with other transportation modes.

The guidelines implement the CATIA Program in accordance with the basic program requirements established in Sections 99600 et seq. of the Public Utilities Code, as added by Proposition 116 (June 1990). PUC Section 99660(a) requires that program guidelines be adopted by the California Transportation Commission. The program has a total of \$1.99 billion in State bonding authority.

II. ELIGIBLE APPLICANTS

Eligible fund applicants are "Local Agencies", which means a county, city, city and county, county transportation commission, county transportation authority, transit development board, transit district, or any joint powers agency specified in the CATIA.

III. QUALIFYING BICYCLE PROJECTS

Eligible projects include the construction, improvement, acquisition and other capital expenditures associated with bicycle projects which improve safety and convenience for bicycle commuters [PUC Section 99650]. Bicycle commuter is defined as a bicyclist making a trip for transportation purposes such as travel to work, school, shopping or other activity center, rather than for exercise or recreational purposes.

Eligible projects may also include, but are not limited to: bicycle lanes, paths, shoulders; grading, drainage, paving, barriers, landscaping, and structures needed to accommodate users of the facility; fixed-source lighting where appropriate; right-of-way (land acquisition and relocation assistance); bikeway grade separation; traffic control devices; provision of signs designating bicycle transportation routes; conversion of railroad rights-of-way to bikeways; supplementary features such as shelters and parking and storage facilities; installation of bicycle racks on transit vehicles; roadway widening, restriping, parking removal for bicycles, bicycle bridge, and adjustment of traffic-actuated signals to make them bicycle sensitive.

Grants for the establishment of separate bicycle paths and ways shall be awarded only if the California Department of Transportation determines that the route established will be principally used by bicycle commuters.

IV. ELIGIBLE ACTIVITIES

Preliminary engineering, right-of-way purchase, and final project design associated with a specific capital project are the only allowable project development costs within the total project cost. Feasibility or planning studies and environmental assessments are not eligible project development costs.

Project costs incurred prior to state allocation of the funds are not eligible for reimbursement and the project scope may not be significantly altered after programming and before the allocation is made without the express written consent of the Commission.

V. FINANCIAL REQUIREMENTS

A. Financial Plan

Each application must supply all data required for evaluation and shall be accompanied by a plan describing how the grant funds will be used, what other capital funds are available for the project, and how those funds will be used.

The plan must include a cash expenditure plan which identifies the cash flow necessary for the implementation/completion of the project.

B. Allocation of Funds

The Commission will allocate funds to a project after evaluation and approval of the application.

The project must have the appropriate environmental clearance prior to an allocation of funds.

VI. PROJECT EVALUATION

Projects will be evaluated according to the Screening and Scoring Criteria contained in the Application and the Evaluation Form included in these guidelines.

VII. APPLICATION PROCESS

Applicants are required to submit a complete application for annual element projects using the format provided. The Commission will review and approve annual element projects on an annual basis.

The Commission shall set the funding for the annual CATIA bicycle program at \$4 million/year over a five year period, but may set the amount at a different level, if competition for funding shows that the amount is insufficient. In fiscal year 1991/92, the Commission allocated \$9.2 million for bicycle

projects. The total amount available for fiscal year 1992/93 is \$10.8 million.

The maximum commitment of Proposition 116 funds for each project for Fiscal Year 1992/93 is limited to \$750,000.

The application process for the CATIA funds is outlined below:

Applicants submit applications for annual projects to Caltrans and the RTPAs.

RTPAs, in consultation with Caltrans district offices, evaluate and rank the project applications using the Proposition 116 Evaluation Form.

Upon completion of the project application evaluations and rankings, the RTPAs send the Proposition 116 Evaluation Forms and the rankings to the Caltrans Office of Bicycle Facilities (OBF). No RTPA shall send more than \$10.8 million worth of project applications from each county in its area to Caltrans for evaluation and ranking.

Caltrans OBF evaluates the project applications using the Proposition 116 Evaluation Form, prepares a recommended statewide list of ranked projects, and notifies applicants, participating RTPAs, and the Commission.

The Commission conducts a public hearing to receive comments on the recommended statewide list of ranked projects and to allow applicants to speak in support of their project applications.

The Commission adopts a resolution to fund specific projects for 1992/93.

CALIFORNIA TRANSPORTATION COMMISSION
PROPOSITION 116
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT
BICYCLE PROJECT APPLICATION FOR FY 1992/93 FUNDS

PART 1. INFORMATION SHEETS

A. Title and Certification Sheet

Applicant Agency: _____

Address: _____

Contact Person: _____

Telephone No.: (____) _____

Project Title: _____

Project Location (County, City or Cities): _____

CATIA Funds Requested in FY 1992-93: \$ _____

To the best of my knowledge and belief, the information in this application is true and correct, and I am authorized to file this application on behalf of the applicant.

Name & Title: _____

Signature: _____ Date: _____

CALIFORNIA TRANSPORTATION COMMISSION
PROPOSITION 116
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT
BICYCLE PROJECT APPLICATION FOR FY 1992/93 FUNDS

B. Project Summary Fact Sheet

Applicant Agency: _____

Address: _____

Contact Person: _____

Telephone No.: (____) _____

Project Title: _____

Project Location (County, City or Cities): _____

Project Type: CL I ____ CL II ____ CL III ____ or OTHER (Specify) _____

Project Description: _____

Project Length (if appropriate) in miles _____

Project Completion Date: _____

CATIA Funds Requested in FY 1992-93: \$ _____

Total CATIA Funds Requested for this project
in prior and future years: \$ _____

Total Other Funds requested or
received for this project: \$ _____

Total Project Cost: \$ _____

Please attach a copy of a map that clearly designates the project and project limits. The map should be 8 1/2" x 11", with a north arrow, scale, and legend, and be reproducible in black and white.

PART 2. PROJECT SCREENING CRITERIA

A. Screening Criteria

Applicants shall satisfy the following screening criteria to be eligible for CATIA bicycle program funds. An applicant may satisfy this requirement by providing a single master resolution from its governing board/body for all screening criteria.

If the governing board/body has delegated authority for making these screening criteria assurances to an executive officer, general manager, or other person, he or she may certify that the applicant agency satisfies the screening criteria.

If an applicant elects to certify compliance with the screening criteria, the application must include a copy of the governing board resolution delegating such authority to the person making the certification.

If the applicant is unable to submit the required resolutions/certifications at the time of the application, the applicant shall indicate when the documentation will be submitted.

The screening criteria are listed below:

1. Statutory Eligibility - Does your agency/project meet the statutory requirement to be eligible for CATIA funding, pursuant to Section 99650 of the Clean Air and Transportation Improvement Act of 1990?

☐ Yes

☐ No

2. Policy Board Approval - Has your agency's policy board/body approved the project and the project fund application ?

☐ Yes

☐ No

3. Financial/Management Capacity - Does your agency have the resources and the financial capacity to construct, operate, and maintain the project, and will your agency operate and maintain the project until at least 2010?

☐ Yes

☐ No

4. Timely Use of Funds - Will your agency be able to expend the state bond proceeds approved for your agency for reimbursements of eligible capital costs within 24 months of the close of the bond sale and reimbursements of eligible right-of-way acquisition costs within six months of the close of the bond sale?

☐ Yes

☐ No

5. Commuter Use - If the project is a new Class I Bikeway, has your agency documented a method for determining that the bikeway will be principally used by bicycle commuters? If yes, please provide a description of the method.

☐ Yes

☐ No

6. Environmental Documentation - Has your agency completed, or will it complete prior to allocation of state funds, the required environmental documentation, pursuant to the California Environmental Quality Act (CEQA)?

☐ Yes

☐ No

7. Design Standards - If the project is a bikeway, is it or will it be designed in conformity with the standards set forth in Chapter 1000 of the Highway Design Manual, "Bikeway Planning and Design"?

☐ Yes

☐ No

B. Other Resolution/Certification Requirements

In addition to the resolutions/certifications required to meet the above screening criteria, each applicant shall submit resolutions or certifications satisfying the Commission policies and CATIA requirements listed below. A master resolution/certification may be used in the same manner as for the screening criteria.

1. No other capital funds previously programmed, planned, or approved for bicycle projects will be used for other purposes.

2. New development fees, taxes or exactions, or permit fees have not and will not be included in the operating budgets for this project.

3. No other state funding sources will be used to complete this project if costs exceed those identified in the approved application:

4. The applicant agency has the financial and institutional ability to accept the legal liabilities associated with this project.

PART 3. DESCRIPTION OF PROJECT

Describe the project for which you are applying for funds using the following format:

Section 1. Project Description

a. Describe the proposed project in detail including:

o Type of facility (e.g. roadway widening for bicycles, Class I, II, or III bikeway, bicycle parking).

o If the project is part of a larger project, describe the overall project. If other projects need to be completed for this project to be operational, list the other projects, their estimated cost, and proposed completion date(s).

b. Identify whether the implementing public agency will do the work or will contract the work out.

c. Attach a copy of a map and project drawings that clearly designate the project, project limits, and type of bikeway, if appropriate. The map

should be 8 1/2" x 11", with a north arrow, scale, and legend, and be reproducible in black and white.

Section 2. Project Scoring Criteria

Please describe how the project complies with the following criteria:

1. NEED

- a. How does this project eliminate or improve a problem area on routes that serve bicycle commuters?
- b. To what degree will the project serve transportation purposes such as trips to work, school, shopping, and other activity centers rather than recreational trips?
- c. What alternative projects were considered, and why is this project the best alternative?

2. CONVENIENCE

- a. How does the project eliminate obstacles, gaps, or other deterrents to bicycle commuting?
- b. How does the project provide for a continuous interconnected route to provide reasonably direct access for bicycle commuters to work, school, shopping, and other activity centers rather than recreational trips?
- c. How does the project improve the coordination of an overall bikeway network linking activity centers?
- d. How does the project facilitate intermodal trips?

3. SAFETY

- a. How does the project eliminate or reduce hazards that could cause accidents involving bicycle commuters?
- b. How does the project improve personal safety for bicycle commuters?
- c. How does the project provide security to reduce theft, damage, or vandalism of the bicycle and accessories?

4. FUNDING CONSIDERATIONS

- a. How does the cost of the project compare to similar ones constructed in the state in comparable urban/rural areas?
- b. What percent of the total project cost is supplemental funding from federal, state (other than Proposition 115), local, or private sources for the project?

c. Describe your agency's ongoing financial commitment to bikeway development as demonstrated by Local Transportation Funds (Transportation Development Act) or other local funds expended on bicycle facilities during the current and past two fiscal years.

5. LOCAL SUPPORT

a. Include letters of support for the project.

b. Describe the public participation in your agency's bikeway planning process and in the selection of your project. Is the project consistent with an adopted bikeway master plan, transportation plan, or air quality improvement plan? If so, please include a copy of the plan(s).

Section 3. Project Status

Please describe the current status of the project.

PART 4. PROJECT BUDGET

1. Please provide a project budget, including a breakdown of all project costs and revenues and any multi-year phases of the project:

	91/92	92/93	93/94	94/95	95/96
PROJECT COST					
Engineering/Design					
Property Acquisition					
Construction/Rehabilitation					
TOTAL PROJECT COST					
PROJECT REVENUES					
General Fund					
Private					
Other (Specify)					
State:					
Proposition 116 Funds					
Other (Specify)					
Federal:					
Other (Specify)					
TOTAL PROJECT REVENUES					

2. Please describe the assumptions on which your cost/revenue estimates are based.

PART 5. ENVIRONMENTAL DOCUMENTATION

Please describe the status of the environmental clearance for the project.

Appropriate Environmental Document	Actual or Estimated Completion Date
Categorical Exemption	_____
Other exemption (cite)	_____
Notice of Exemption	_____
Negative Declaration	_____
Draft EIR/EIS	_____
Final EIR/EIS Certification of EIR	_____
Notice of Determination	_____

PART 6. PROJECT CONSTRUCTION/IMPLEMENTATION SCHEDULE

Please describe the schedule for the project.

	Begin Work (Month/Year)	Complete Work (Month/Year)
Environmental Assessment	_____	_____
Preliminary Engineering	_____	_____
Final Design	_____	_____
Property Acquisition	_____	_____
Construction/Rehabilitation	_____	_____

END OF APPLICATION

A copy of the Evaluation Form is attached for information to applicants.

It will be used only by RTPAs and Caltrans to evaluate project applications.

If you are an applicant, do not complete the Evaluation Form, and do not include it as part of your application.

EVALUATION FORM
PROPOSITION 116
CLEAN AIR AND TRANSPORTATION IMPROVEMENT ACT
1992/93 BICYCLE PROJECT APPLICATION

Project Name _____

Applicant _____

A. SCREENING CRITERIA

1. Statutory Eligibility - Is applicant an eligible claimant for CATIA funds, pursuant to Section 99650 of the Clean Air and Transportation Improvement Act of 1990? Yes____No____

2. Policy Board Approval - Has applicant's policy board/body approved the project and the project fund application? Yes____No____

3. Financial/Management Capacity - Does applicant have the resources and the financial capacity to construct, operate, and maintain the project, and will the applicant operate and maintain the project until at least 2010? Yes____No____

4. Timely Use of Funds - Will applicant expend the state bond proceeds approved for reimbursements of eligible capital costs within 24 months of the close of the bond sale and reimbursements of eligible right-of-way acquisition costs within six months of the close of the bond sale? Yes____No____

5. Commuter Use - If the project is a new Class I bikeway, has applicant documented a method to determine that it will be used principally by bicycle commuters? Copy provided? Yes____No____

6. Environmental Documentation - Has applicant completed, or will it complete prior to allocation of funds, the environmental documentation required by CEQA? Yes____No____

Based on the above criteria, is the application acceptable? Yes____No____

Comments: _____

If application is acceptable, proceed with Part B. If application is not acceptable, please sign your name and date below and proceed to next application.

Reviewer's Name _____ Date _____

B. SCORING CRITERIA

How well has the applicant demonstrated that the project will comply with the following criteria for Need, Convenience, Safety, Funding Considerations, and Support?

1. NEED - Total Possible Score = 24 points

a. Elimination or improvement of a problem area on routes that serve bicycle commuters. Comments: _____

Possible Score = 0-8 points

This Project _____

b. Degree that the project will serve utilitarian transportation purposes such as trips to work, school, shopping, and other activity centers rather than recreational trips. Comments: _____

Possible Score = 0-8 points

This Project _____

c. Documentation that this project is the best of the alternatives considered. Comments: _____

Possible Score = 0-8 points

This Project _____

2. CONVENIENCE - Total Possible Score = 24 points

a. Improvements that eliminate obstacles or gaps or other deterrents to bicycle commuting. Comments: _____

Possible Score = 0-6 points

This Project _____

b. Improvements that provide for a continuous interconnected route to provide reasonably direct access to work, school, shopping, and other activity centers rather than recreational trips. Comments: _____

Possible Score = 0-6 points

This Project _____

c. Coordination of an overall bikeway network linking activity centers. Comments: _____

Possible Score = 0-6 points

This Project _____

d. Provisions that facilitate intermodal trips.
Comments: _____

Possible Score = 0-6 points

This Project _____

3. SAFETY - Total Possible Score = 27 points

a. Elimination or reduction of hazards that could cause accidents involving bicycle commuters. Comments: _____

Possible Score = 0-10 points

This Project _____

b. Provisions that improve personal safety for bicycle commuters. Comments: _____

Possible Score = 0-10 points

This Project _____

c. Improvements that provide security to reduce theft, damage or vandalism of the bicycle and accessories.
Comments: _____

Possible Score = 0-7 points

This Project _____

4. FUNDING CONSIDERATIONS - Total Possible Score = 15 points

a. Cost of the project compared to similar ones constructed in the state in comparable urban/rural areas. Comments: _____

Possible Score = 0-5 points

This Project _____

b. Financial commitment showing percent of supplemental funding from federal, state (other than Proposition 116), local, or private sources for the project. Comments: _____

Possible Score = 0-5 points

This Project _____

c. Documentation of ongoing financial commitment to bikeway development, as demonstrated by the Local Transportation Funds (Transportation Development Act) or local funds expended on bicycle facilities during the current and past two fiscal years. Comments: _____

Possible Score = 0-5 points

This Project _____

5. SUPPORT - Total Possible Score = 10 points

a. Letters of support for the project. Comments: _____

Possible Score = 0-2 points

This Project _____

b. Documentation describing public participation in the bikeway planning process and the selection of the project. Is the project consistent with an adopted bikeway master plan, transportation plan, or air quality improvement plan? Copy included? Comments: _____

Possible Score = 0-8 points

This Project _____

Total Possible Score for Project = 100 points

TOTAL SCORE THIS PROJECT _____

Reviewer's Name _____ Date _____



1992/93 PROPOSITION 116 BICYCLE PROGRAM
EXPLANATION OF THE SCORING CRITERIA

1. The Caltrans Office of Bicycle Facilities developed the following explanation to use as a guide for scoring applications.

2. Applications received high scores if they addressed the Scoring Criteria and were thorough and complete. Applications that lacked information or did not make a strong case for the project received lower scores.

PART B. SCORING CRITERIA

How well has the applicant demonstrated that the project will comply with the following criteria for Need, Convenience, Safety, Funding Considerations, and Support?

1. NEED - Total Possible Score = 24 points

a. Elimination or improvement of a problem area on routes that serve bicycle commuters.

Applicant should describe how this project will eliminate or improve problem areas such as poor pavement, narrow or no shoulders, loop detectors not sensitive to bicycles, diagonal rail road crossings, out-of-direction travel, conflicts on ramps or bridges with motor vehicles or pedestrians, conflicts with parked or moving motor vehicles on narrow roadways, poor access to activity centers, lack of safe and secure parking, etc.

Possible Score = 0-8 points

This Project _____

b. Degree that the project will serve utilitarian transportation purposes such as trips to work, school, shopping, and other activity centers rather than recreational trips.

Applicant should clearly indicate the locations and proximity to the project of residential areas, employment centers, schools, bus and train stops, shopping areas, student housing, public buildings, airports, or other traffic generators. Applicant should describe how this project will serve bicycle commuters traveling to these activity centers.

Possible Score = 0-8 points

This Project _____

c. Documentation that this project is the best of the alternatives considered.

Applicant should fully describe more than one alternative and why this project was selected. Discussion should include but not be

limited to project designs, locations, costs for right-of-way, operation, maintenance, security, time to implement, effect on surrounding area, how the need for this project was identified, and its effect on improving safety and convenience for bicycle commuters.

Possible Score = 0-8 points

This Project_____

2. CONVENIENCE - Total Possible Score = 24 points

a. Improvements that eliminate obstacles or gaps or other deterrents to bicycle commuting.

Applicant should describe, if appropriate, how this project will help bicycle commuters overcome obstacles or gaps such as a freeway where bicycle travel is prohibited, river, narrow shoulders, routes with high speed/high volume traffic, intersections, etc. Deterrents may include problem areas such as those described in 1.a. above.

Possible Score = 0-6 points

This Project_____

b. Improvements that provide for a continuous interconnected route to provide reasonably direct access to work, school, shopping, and other activity centers rather than recreational trips.

Applicant should describe how the project connects with other bikeways/roadways that provide reasonably direct access to work, school, shopping, and other activity centers. Has the applicant conducted counts of bicycle commuters in the project area?

Possible Score = 0-6 points

This Project_____

c. Coordination of an overall bikeway network linking activity centers.

Applicant should describe how this project fits into an overall bikeway network linking activity centers and how bicycle commuters will access them. Is the project part of an existing network of bikeways? If not, when will planned projects be implemented?

Possible Score = 0-6 points

This Project_____

d. Provisions that facilitate intermodal trips.

Applicant should describe the intermodal opportunities for bicycle commuters and how this project will facilitate intermodal trips. If the project provides access to a bus stop, train station, or intermodal terminal, are safe and secure bicycle parking facilities available or planned? Are racks on buses or trains available for bicycle commuter use?

Possible Score = 0-6 points

This Project_____

3. SAFETY - Total Possible Score = 27 points

- a. Elimination or reduction of hazards that could cause accidents involving bicycle commuters.

Applicant should fully describe how this project will eliminate or reduce hazards including but not limited to poor pavement, poor drainage, drain grates, debris, narrow or no shoulders, poor sight distance, steep grades, out-of-direction travel, intersections with multiple right-turn-only lanes, signal lights that are not sensitive to bicycles, diagonal rail road crossings, conflicts with high speed/high volume traffic on ramps or bridges, conflicts with pedestrians, etc. Has applicant provided accident statistics involving bicycles on existing routes?

Possible Score = 0-10 points

This Project_____

- b. Provisions that improve personal safety for bicycle commuters.

Applicant should fully describe how this project will improve personal safety by eliminating problems such as conflicts with pedestrians and recreational bicyclists, narrow pavement, poor sight distance, poor landscape designs, inadequate lighting, lack of police surveillance, conflicts with motor vehicles because of narrow or no shoulders, high speed/high volume traffic, intersections with multiple right turn only lanes, or signal lights that are not sensitive to bicycles, etc.

Possible Score = 0-10 points

This Project_____

- c. Improvements that provide security to reduce theft, damage or vandalism of the bicycle and accessories.

Projects that provide safe and secure bicycle parking facilities or that transport bicycles on trains or buses provide maximum security to reduce theft, damage, or vandalism to the bicycle and accessories. Other types of projects are not eligible for maximum points in this criterion.

Possible Score = 0-7 points

This Project_____

4. FUNDING CONSIDERATIONS - Total Possible Score = 15 points

- a. Cost of the project compared to similar ones constructed in the state in comparable urban/rural areas.

Applicant should provide examples of similar projects constructed in the state and fully describe the cost comparison between those projects and this project.

Possible Score = 0-5 points

This Project_____

b. Financial commitment showing percent of supplemental funding from federal, state (other than Proposition 116), local, or private sources for the project.

Applicant should state the sources of supplemental funding for this project. 1-18 percent = 1 point, 19-36 percent = 2 points, 37-54 percent = 3 points, 55-72 percent = 4 points, 73-90 percent = 5 points.

Possible Score = 0-5 points

This Project _____

c. Documentation of ongoing financial commitment to bikeway development, as demonstrated by the Local Transportation Funds (Transportation Development Act) or local funds expended on bicycle facilities during the current and past two fiscal years.

Applicant should describe expenditures of other funds during the current and past two fiscal years as evidence of ongoing financial commitment to improving bicycle transportation and safety.

Possible Score = 0-5 points

This Project _____

5. SUPPORT - Total Possible Score = 10 points

a. Letters of support for the project.

Applicant should include letters of support. 0-10 letters = 1 point. More than 10 letters = 2 points.

Possible Score = 0-2 points

This Project _____

b. Documentation describing public participation in the bikeway planning process and the selection of the project. Is the project consistent with an adopted bikeway master plan, transportation plan, or air quality improvement plan? Copy included?

Applicant should describe the planning process used to select this project. Did the applicant form a Bicycle Advisory Committee to inventory existing facilities, identify needs, and prioritize projects? Has the applicant developed a Bikeway Master Plan? If a citizen advisory committee exists, are bicycle commuters represented? Has applicant provided copies of plans identifying the project?

Possible Score = 0-8 points

This Project _____

Total Possible Score for Project = 100 points

TOTAL SCORE THIS PROJECT _____

Reviewer's Name _____ Date _____

1992/93 PROPOSITION 116 BICYCLE PROGRAM
TECHNICAL ADVISORY COMMITTEE
CALTRANS RANKING METHOD

The Proposition 116 Bicycle Program Technical Advisory Committee developed the following method on April 29, 1993.

The Caltrans Office of Bicycle Facilities (OBF) will use this method to select applications for scoring and will rank the applications in a statewide list according to the OBF score.

The California Transportation Commission (CTC) may use the ranked statewide list as a recommendation for funding to local agencies for bicycle commuter projects.

RANKING METHOD

The Caltrans OBF will:

1. Score the application(s) from each county that submitted one or two applications
2. Score the top half of the applications from each county that submitted more than two as ranked by the county
3. Score the top half of the applications from the Metropolitan Transportation Commission (MTC) region as ranked by the MTC
4. Prepare a statewide ranked list of projects based on the OBF scores
5. Provide a copy of the statewide ranked list of projects to applicants/counties/regions and notify them of the Public Hearing for the bicycle program

COMMENT METHOD

Applicants/counties/regions that have concerns about the order of the ranked list of projects may submit a letter describing their concerns to the Caltrans OBF prior to the Public Hearing.

Although the Caltrans OBF scores of the applications will not be changed, Caltrans will inform the CTC of the letters at the Public Hearing. The CTC may consider concerns expressed in the letters when selecting projects for funding.

Applicants that have concerns about their application not being selected for scoring by the Caltrans OBF should contact the county/region that initially ranked them.

1992/93 PROPOSITION 116 BICYCLE PROGRAM
APPLICATIONS SUBMITTED BY COUNTY/REGION
AND SCORED BY CALTRANS OBF

COUNTY	APPLICATIONS SUBMITTED	APPLICATIONS SCORED
Alameda - MTC	13	4
Butte	2	2
Contra Costa - MTC	8	7
Del Norte	1	1
El Dorado	1	1
Fresno	1	1
Humboldt	2	2
Lake	1	1
Los Angeles	25	12
Marin - MTC	1	1
Mariposa	1	1
Mendocino	1	1
Merced	1	1
Modoc	1	1
Mono	1	1
Monterey	4	2
Orange	16	8
Placer	2	2
Riverside	6	3
Sacramento	10	5
San Benito	2	2
San Bernardino	4	2
San Diego	10	5
San Francisco - MTC	2	2
San Joaquin	5	2
San Luis Obispo	5	2
San Mateo - MTC	8	0
Santa Barbara	7	3
Santa Clara - MTC	7	4
Santa Cruz	18	9
Solano - MTC	1	1
Sonoma - MTC	7	4
Stanislaus	1	1
Tulare	1	1
Ventura	1	1
Yolo	4	2
TOTALS	181	98
 MTC REGION	 47	 23

1992/93 PROPOSITION 116 BICYCLE PROGRAM
TECHNICAL ADVISORY COMMITTEE

1. Bob Chacon
Southern California Association of Governments
818 West Seventh Street, 12th Floor
Los Angeles, CA 90017-3435 (213) 236-1945
2. Phil Dow, Chairman
Rural Counties Task Force
160 Fifth Street
Lakeport, CA 95453 (707) 463-1806
3. Patti Holmberg
Los Angeles County Metropolitan Transportation Authority
818 West Seventh Street, Suite 1100
Los Angeles, CA 90017 (213) 244-6780
4. Karel Hanson
San Diego County Department of Public Works
5555 Overland Avenue, Bldg. 6
San Diego, CA 92123 (619) 694-2811
5. Priscilla Kays
Sonoma County Transit
355 West Robles Avenue
Santa Rosa, CA 95407 (707) 585-7516
6. Doug Kimsey
Metropolitan Transportation Commission
101 Eighth Street
Oakland, CA 94607-4700 (510) 464-7794
7. Samson Okhade
Sacramento Area Council of Governments
3000 S Street, Suite 300
Sacramento, CA 95816 (916) 457-2264
8. Rick Vargas
California Transportation Commission Staff
1120 N Street
Sacramento, CA 95814 (916) 654-4245
9. Alan Wachtel
California Association of Bicycle Organizations
3446 Janice Way
Palo Alto, CA 94303 (415) 494-1750
10. Jack Witthaus
Santa Cruz County Regional Transportation Commission
701 Ocean Street, Room 220
Santa Cruz, CA 95060 (408) 454-2080
11. Martha Tate Glass, Rick Blunden
Caltrans
1120 N Street
Sacramento, CA 95814 (916) 653-0036
12. Alex Zuckermann
San Francisco Bay Area Regional Bicycle Advisory Committee
3313 Grand Avenue
Oakland, CA 94610 (510) 452-1221

